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ODP-82-1824
21 December 1982

MEMORANDUM FOR THE RECORD

FROM:

CIA Member
CIRS Policy and Planning Group

25X1

SUBJECT: 16 December 1982 Community Information Retrieval
System Policy and Planning Group (CIRS/P&PG) Meeting

1. On 16 December 1982, the first monthly meeting of the Intelligence Information Handling Committee (IIHC) CIRS/P&PG was held from 1200 to 1500hrs at CHB. In attendance were:

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2. This initial meeting focused primarily on CIRS Project introduction and overview materials. During introductory remarks, indicated that Phases I and II of the CIRS plan have been approved by the DDCI and briefed to the EXDIR/CIA and D/NSA. The IIHC is also planning to brief remaining Intelligence Community participants on project plans and objectives. The CIRS/P&PG will provide guidance during plan execution and input to annual plan revisions. The following are summaries of meeting agenda items (see Attachment A).

MANAGEMENT STRUCTURE

3. presented the CIRS Project management structure (see Attachment B). It consists of an eight member group chaired by CIRS Project Coordinator, and reports to the Chairman, Intelligence Information Handling Committee (IIHC). The members, serving as a policy and planning advisory group, to the Chairman, IIHC are:

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IHC CIRS Project Coordinator
FTD
NSA
CIA

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[REDACTED]

W. A. Parks STATE

CENTRAL FUNDING

4. The IIHC is planning to establish a CIRS central funding arrangement where by dollars will be made available to support CIRS related costs which are beyond those budgeted for by individual agencies or which are considered of common concern. The fund will be an IIHC budget line item under IIHC control. A central funding decision paper will be published in mid January 1983.

MILESTONES AND BUDGET

5. A CIRS system milestone paper was distributed (see Attachment C). [REDACTED] noted that a more detailed version was being prepared to serve as the basis for detailed implementation plans and subsequent budget submissions. [REDACTED] asked each member to review their respective agency CIRS activities for the FY85 period and present an estimate of their unfunded FY85 CIRS costs at the next CIRS/P&PG meeting. These figures will be aggregated to form the FY85 IIHC/CIRS budget line item. 25X1 25X1

INITIATIVES AND CONTRACTOR SUPPORT

6. A chart depicting CIRS FY82-84 initiatives was reviewed (see Attachment D). Most of the dollars have already been targeted but suggestions are welcome. The detailed work of these initiatives will be accomplished via IIHC contractor support (the current contract is with MITRE Corp.).

CONCEPT CODES

7. A brief discussion regarding standardization of document retrieval concept codes followed (see Attachment E). The discussion ended with all participants agreeing that more study is required before strategy in this area can be mapped out.

SECURITY

8. Both [REDACTED] reviewed project activity to date in the area of security. Since the 1990 system 25X1

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will provide world-wide access for some 4,000 terminals to CIRS via the COINS and DODIIS networks, the issue of effective document dissemination control is paramount. Of all the concerns expressed by IC officials briefed to date, this was the most common. [] indicated that he was forming a CIRS Security Working Group. The group will consist of agency representatives "who will be responsible for the security policies and procedures of computer systems and networks to be used in accordance with the CIRS plan" (see Attachment F). [] asked each of the CIRS/P&PG members to provide nominations to this working group for the next meeting.

8. The meeting adjourned at 1500hrs. The next CIRS/P&PG meeting will be held on 20 January 1983, at 0930hrs.

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Att: a/s

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